



DEPARTMENT OF THE NAVY  
NAVAL SUPPLY SYSTEMS COMMAND  
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TELEPHONE NUMBER  
COMMERCIAL  
AUTOVON  
IN REPLY REFER TO:

4200  
Ser 21/7124  
SA 97-16 R1  
SE? 30 1997

From: Commander, Naval Supply Systems Command

Subj: MANDATORY USE OF THE GOVERNMENTWIDE COMMERCIAL PURCHASE  
CARD FOR MICRO-PURCHASES

Ref: (a) NAVSUP Policy Letter SA97-16  
(b) OUSD(A&T) memo of 26 Sep 97

1. Reference (a) advised that, effective 1 October 1997, the Governmentwide Commercial Purchase Card was **mandatory** for micro-purchases of commercial items unless an exception was **approved** by a Flag Officer, General Officer or Member of the Senior Executive Service (**SES**).

2. Where activities do not have a resident Flag Officer, General Officer, or SES, there may arise contracting situations that require this determination, but that would be unacceptably delayed by the **determinations** processing time. To prevent mission delays, reference (b) authorizes the delegation of this written determination to the level of the senior local **commander** or director.

3. Delegating authorities remain responsible for ensuring that delegated determinations comply with the original intent of the 20 March 1997 memorandum.

K. R. HALL  
By direction

Distribution:  
List D  
List E

Subj: MICROPURCHASES

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